

EMPLOYER'S GUIDE

ENGLISH, MATHS AND ESOL (ENGLISH FOR SPEAKERS OF OTHER LANGUAGES)

HULL TRAINING AND ADULT EDUCATION COURSES



ENGLISH AND MATHS FUNCTIONAL SKILLS

Hull Training and Adult Education (HTAE) can support you as a business to raise your employees' skills, confidence and well-being.

HTAE deliver English and maths in a range of environments including:-

- Workplaces
- Schools
- Community Centres
- Training Centres

All Functional Skills qualifications are free to the employer and employee subject to eligibility*.

BESPOKE TRAINING FOR A BESPOKE LEARNING EXPERIENCE

All training is negotiated to meet your needs and bespoke to your business. Class time, length and frequency is negotiable to suit business requirements.

There are a variety of teaching approaches available including:-

- Classroom delivery on site/off site. English and maths can be delivered onsite – a quiet space with tables and chairs for the class is all that is required;
- Online blended which is a combination of live teaching and remote learning.

ENGLISH AND MATHS FOR EMPLOYEES

All companies benefit from staff having strong English and maths skills. People with good communication and numeracy abilities have higher levels of confidence, positive well-being and are more productive.

The Humber region tends to have a lower qualification profile than the national picture. According to the Humber LEP report in December 2019, 'only 26% of the local workforce are qualified to Level 4' in their vocational area. In the same report data predicts that '46% of jobs in the region will require a vocational Level 4 in the future'. Both English and maths are the foundations for employees to succeed in achieving a higher level in their vocational area. 95% of sector areas identify English and maths as valuable and beneficial qualifications for all levels of employment.

Hull Training and Adult Education will provide you with a high quality bespoke training package to support your employees' English and maths needs.

FUNCTIONAL SKILLS QUALIFICATIONS

Functional Skills are nationally recognised qualifications in English and maths offered from Entry level up to Level 2. A Level 2 functional skills qualification is equivalent to Level 4 or C and above at GCSE.

Functional Skills and GCSE Comparison	
Functional Skills	GCSE
Entry Level	Let's get started
Level 1	GCSE 3-1 or D-G
Level 2	GCSE 9-4 or A*-C

Functional Skills courses focus on using English and maths in context and in practical settings such as the workplace. They are designed to assist individuals and businesses to improve these core skills.

Certain core skills will be incorporated within the delivery for the qualifications to be achieved:

- Communicating with efficiency and impact
- Writing for purpose
- Reading for understanding
- Using calculations accurately
- Presenting and interpreting tables and data

An initial assessment is used to identify starting points. Learning plans are then implemented and tailored to individual need. All classes and delivery will be focussed and built upon business requirements, including contextualising industry language.

ESOL

ESOL courses are specifically for employees whose first language is not English and who may need to develop language skills to aid aspirations and progression in their career development.

ESOL courses follow the same Functional Skills qualification framework as English with:-

- Speaking & Listening
- Reading
- Writing

ESOL learners benefit from being taught by ESOL specialists, this provides for a specific focus on grammar, vocabulary, idiomatic language and fluency elements of the Functional Skills English qualification.

Additional focus and contextualisation to support employees in the workforce can also be given to:-

- the culture, purpose and objectives of the particular workplace;
- the introduction or development of new workplace practices or policies;
- workplace language and documentation including understanding of local accents;
- staff development and training, including the attainment of vocational qualifications.

CASE STUDIES

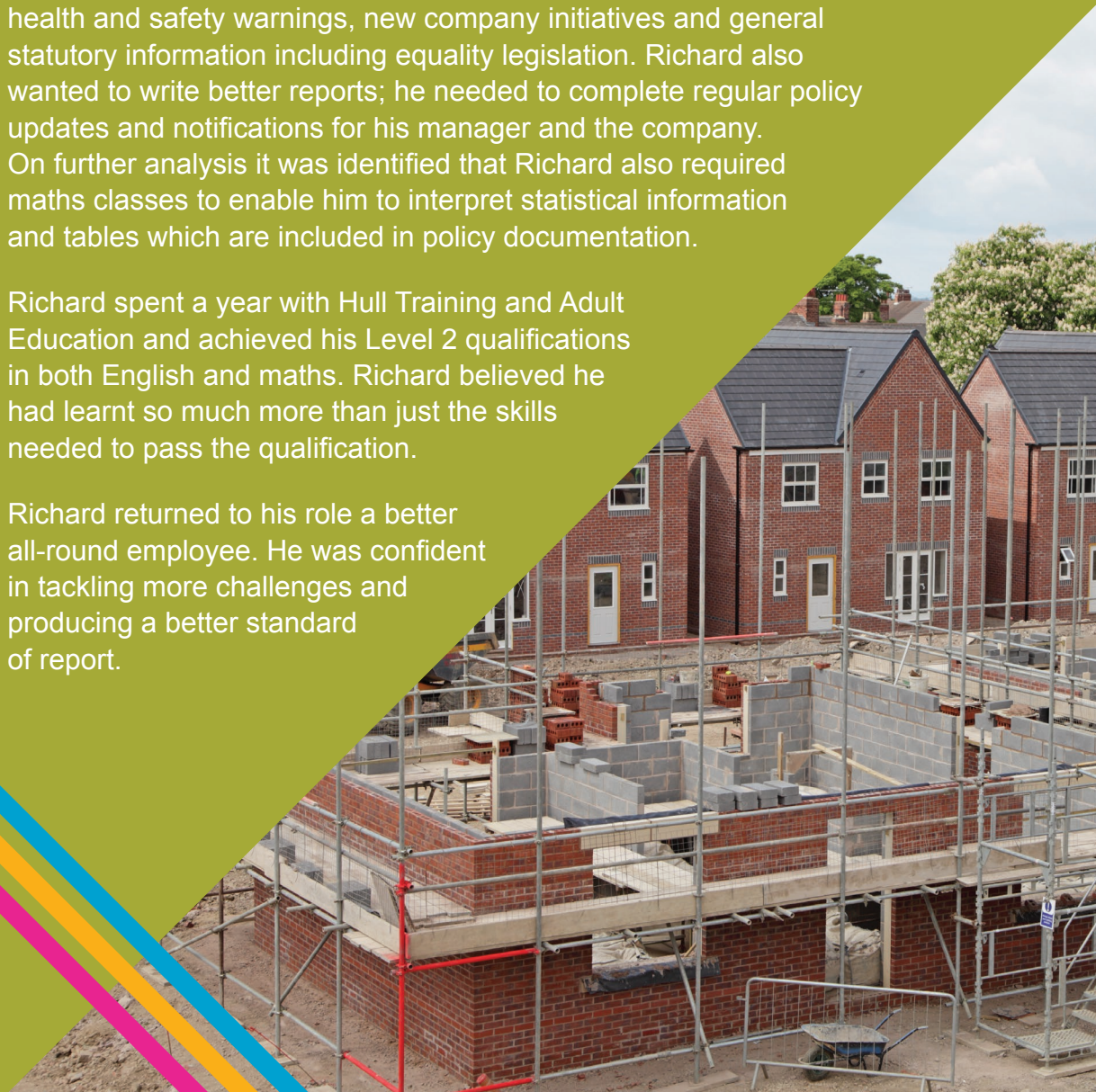
ENGLISH AND MATHS CASE STUDY: RICHARD

Richard came to Hull Training and Adult Education to improve his English and maths skills. Employed in the utilities sector, he felt he needed to improve his levels of communication on a day to day basis. His job role was like many others, a mix of practical hands-on duties and various reporting tasks. Richard needed support with the second part of this role.

Richard believed he needed to improve his reading skills, such as understanding notices sent out by the company. These included health and safety warnings, new company initiatives and general statutory information including equality legislation. Richard also wanted to write better reports; he needed to complete regular policy updates and notifications for his manager and the company. On further analysis it was identified that Richard also required maths classes to enable him to interpret statistical information and tables which are included in policy documentation.

Richard spent a year with Hull Training and Adult Education and achieved his Level 2 qualifications in both English and maths. Richard believed he had learnt so much more than just the skills needed to pass the qualification.

Richard returned to his role a better all-round employee. He was confident in tackling more challenges and producing a better standard of report.



ESOL CASE STUDY: FLORENTINA

Florentina is originally from Romania. She needed to work at Entry 2 to develop her language and communication, writing for accuracy and constructing more complex sentences.

Florentina enrolled with Hull Training and Adult Education, however, having different shift patterns made attending class difficult. When given the opportunity to work flexibly online during lockdown, she was able to re-engage with her learning. She successfully completed the work remotely via our Google classroom and achieved her Functional Skills English qualification.

Florentina has since said that the online course supported her because she could do it around her shifts, particularly accessing it on her days off. Florentina would like to continue her studies at the next level to support and develop her future work opportunities.





For more information about courses and to discuss your requirements please contact:

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*Subject to eligibility criteria (EU residency).
ESFA Funding Rules 2021.

